

81-2392

OTE 81-6751

MEMORANDUM FOR: Director of Personnel

DD/A REGISTRY

VIA:

Security Officer, OTE  
Deputy Director for Administration  
Contract Personnel Division, OPFILE: Liaison

STAT

FROM:

Director of Training and Education

SUBJECT:

STAT

1. The following individuals have been retained under contract to provide instructional services in conjunction with the Advanced Intelligence Seminar #42. The effective dates of these contracts are 30 November - 7 December 1981 unless sooner terminated by actual notice to subject.

Name and Address	Employer	Security Facility Access Approval	Fee & Source of Earnings on Form 1099
---------------------	----------	--	---

STAT

2. These individuals are to be paid under Fan Account No. 2275-3100 on a fee-per-task basis in the amounts cited above on certification that the tasks have been successfully completed. Income taxes are not to be withheld, but Forms 1099 are to be issued in conformance with federal income reporting requirements.

SUBJECT:

STAT

3. No commitments other than those stated above have been made to these individuals.

STAT

CONCUR:

*for* Deputy Director for Administration

18 NOV 1981

Date

APPROVED:

*for* Director of Personnel

25 NOV 1981

Date

Distribution:

Orig - Addressee (Return to DTE)

1 - D/OP

1 - C/CPD/OP

*2* - DDA

2 - DTE Chrono

2 - OTE Registry

1 - C/AD

2 - IIG/GIIE/IT

STAT IIG/GITE/IT/OT  (10 Nov 81)